

**COMMISSION ON AGING  
CLIFFORD J. HURGIN MUNICIPAL CENTER  
BETHEL, CT 06801  
MINUTES  
September 12, 2016**

CALL TO ORDER: The meeting of the COA was called to order by Commissioner Al Barney at 2:33 pm.

PRESENT: Commissioners: Al Barney, Kay Visconti, Barbara Negri and Mary O'Leary, and Director Lisa Plumb. Commissioner Judy Novachek arrived at 2:45 pm.

PUBLIC INPUT: Ms. Pat Sell was in attendance.

MINUTES: The Minutes from the May 9, 2016 were distributed. Barbara Negri made a motion to accept them as presented, with Kay Visconti seconding. Motion passed unanimously.

MUNICIPAL AGENT REPORT: Lisa Plumb presented report from June as no meeting was held and her September report. As the Social Services Director has been on reduced hours, the staff has been busy with social service responsibilities. The Food pantry will be closing at the end of the month in an effort to combine the food pantries in town. Kay Visconti made a motion to accept the MA report as presented, seconded by Barbara Negri. Motion passed.

DIRECTOR REPORT: Lisa Plumb distributed her Director reports for June and September. Judy Novachek made a motion to accept both reports seconded by Kay Visconti. The five year contract for publishing the newsletter was questioned and discussed at length as was the implementation of the Van Grant. Motion passed unanimously.

TREASURER REPORT: Judy Novachek distributed June and July/ August reports as well as an end of year report for fiscal year 2015/2016. Al Barney made a motion to accept the reports seconded by Kay Visconti. Motion passed unanimously.

OLD BUSINESS: An incident involving a card game was discussed and it was recommended the regulations be looked at again and rules posted.

NEW BUSINESS/MISC: None

ADJOURNMENT: Judy Novachek made a motion to adjourn, seconded by Al Barney at 3:38 pm.

Respectfully submitted,

*Mary O'Leary*

**RECEIVED**

**2016 SEP 13 P 2:06**

**TOWN OF BETHEL  
TOWN CLERK**

## Bethel Commission on Aging

*June 13 , 2016*

This is a report on May Senior Center expenditures.

Account		Budget	Expended	% Spent
5101	Salary	\$57,503	\$57,796.55	100.5%
5105	2Sec/Purc	\$48,018	\$44,864.44	93.4%
5201	Office Exp	\$ 7,500	\$7,487.45	99.8%
5301	Dues/Ed	\$3,000	\$973.30	32.4%
5304	Mileage	\$650.	\$84.63	13.0%
5317	Activities	\$60,000	\$43,803.64	73.0%

NEW CASH RECEIPTS REPORT      \$35,720.50

**Total Senior Center Budget**      **\$176,671**

**Expended**      **\$155,010.01**      **87.7%**

**Total Left In Budget**      **\$21,660.99**      **12.3 % remaining**

Respectfully submitted,

Judy Novachek

# **BETHEL SENIOR CENTER**

Clifford J. Hurgin Municipal Center  
1 School Street, Bethel, CT. 06801  
Telephone: 203-792-3048; Fax: 203-744-3812

Commission on Aging Meeting  
Municipal Agent's Report  
9-12-16

The summer has been busy with the Social Services Director on reduced hours. As a result the Senior Center Director and staff have been busy re-directing people, answering telephone calls, and assisting walk-ins with the food pantry and assistance programs. There were a few emergency telephone calls where two home visits were made and a follow-up telephone call with the Social Services Director.

The additional time the staff has been working with the Social Services Department has been discussed with the First Selectman. He is in the process of seeking a solution with several options presented by both Lisa Plumb and Jenn Lawlor, as well as suggestions he had.

The Municipal Agent is designing a Housing brochure to be given out to people seeking senior or emergency housing in Bethel or the local area.

The Food Pantry at the Social Services office will be closing in the end of September. This is being done in an effort to combine the food pantries in town to be more efficient and effective in those being served. The Community Food Pantry in Bethel will service the town as usual. Jenn Lawlor, the Social Services Director will continue to accept applications to qualify residents of Bethel but will no longer be involved in handing out the food unless an emergency should occur. If an emergency situation should occur, both Lisa Plumb and Jenn Lawlor will immediately (or as soon as possible) accommodate the residents.

Respectfully,



Lisa Plumb  
Municipal Agent

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Commission on Aging  
Municipal Agent's Report – 6/13/16

The past month was spent assisting numerous members and residents of Bethel with housing issues.

I am working on a brochure to hand out to people on housing available in our area. This seems to be the most popular question when people are inquiring.

There were a few issues with members or residents of the Town needing food. Both information and food was given to all.

Respectfully,

  
Lisa Plumb, Community Services Director

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Commission on Aging  
Director's Report – 6/13/16

## **OLD BUSINESS**

The van grant is still in progress. There has not been any news since the last report.

Both the Cinco de May and Mothers Day luncheon both went well and were filled to capacity. Both events were held in the Social Room.

The trip to Happy Days at the Westchester Theatre went well, however the trip had a few openings. A credit was given the the BSC. The trip to the Culinary Institute was a big success with a filled bus and waiting list. The day was beautiful and all enjoyed the boat ride afterwards. Warren Curtis donated a slide show from the event which has been playing in the hallway television.

## **NEW BUSINESS**

The July / August newsletters have been mailed early to inform members of the upcoming Yankees Baseball game and the date for ticket sales.

Lisa attended a conference at the Groton Senior Center that the CT Association for Senior Center Personnel puts on annually. It was on "Aging". Lisa & Rosemary Cywin attended a conference in New Haven in May on the various topics of Aging. The author of "This Chair Rocks, a Manifesto to Aging" was the guest speaker. The book was purchased for the BSC and we are considering doing a Book Club using this book in the Fall. This was sponsored by the Municipal Agent Association.

We have decided to do both the Halloween Party and Holiday Party at the BSC this year hoping to get more participation and making it both affordable and easier to get to for the members.

AARP did a Safe Driving Course in June. The VCR / DVD did not work properly during the sessions. A new machine has been ordered, as well as a screen and projector. We are hoping to do power point programs in the future on a variety of topics.

A Wii bowling game has been started at the BSC. The attendance is low however the members participating enjoy it very much.

Respectfully,

  
Lisa Plumb, Community Services Director

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Commission on Aging Meeting  
Director's Report  
9-12-16

## **OLD BUSINESS**

The entertainment system in the Senior Center is no longer activated. The company that owns the equipment updated its systems. A worker from the company was at the senior center a few times to update the system and it failed. Our I.T. person was involved and updated the system on our end but was unable to connect to their new updates. The company was called and we were told that they would be unable to offer the system to us at this time.

The van grant has been approved. The meeting with the Board of Selectman approved the van grant 2/1. The Board of Selectman and the Board of Finance are questioning the cost of the van to the Town of Bethel considering the van driver, gas, insurance and maintenance costs.

## **NEW BUSINESS**

There was an incident in August at the Senior Center. The members who play cards on a daily basis got into an argument after one of the games. One of the members threatened another member. The First Selectman was informed of the incident and he advised the Director of the Senior Center to get statements and call the Bethel Police. The Police was called and the man who threatened another member was asked to leave the Senior Center permanently and escorted out of the building by the Police.

A new Vending Machine was installed in the Senior Center. It has snacks including healthy choices for snacks. The company that installed the machine donated \$200.00 to the Senior Center which was presented to the 'Friends of the Bethel Seniors'.

Lisa Plumb finished her course on 'Tools for the Caregiver', as a student. The course was 6 weeks, held in Southbury, CT., and was completed in August 2016. Rosemary Cywin and Lisa Plumb completed the course to become leaders in Brockton, Mass. in September. The free course will be offered to the Senior Center members as well as members of the community in November.

A new monthly newsletter will be launched in December/January <sup>2017</sup>~~2016~~. The newsletter will be expanded with the number of pages it has, as well as information that can be placed in the newsletter. It will be published professionally by a company that does not charge the Senior Center for its cost to publish but relies on advertiser dollars to pay its cost. The Senior Center may be entitled to a profit sharing depending on the number of ads run in the newsletter. The first issue is schedule to be mailed in late November.



Upcoming special event programs to be offered at the Senior Center include: Halloween Party, Veteran's Breakfast, and Holiday Party. The Holiday Party has been held off site the past two years. It was suggested to hold it at the Senior Center this year in an attempt to include more members who could not afford the cost of attending elsewhere.

A carpet was installed in the hallway near the office. It replaces a carpet that had several tears in it. A linoleum floor was placed in the Card Room. It is wood-like and easier to clean.

Elizabeth Esty, Congresswoman visited the Senior Center on 8/30/16. 40 members attended.

Lisa Plumb attended a 'Person Centered Thinking' course through the State of CT in Wallingford, CT in July 2016. The course described alternative communication techniques specifically dealing with the elderly, the mentally challenged, and the general public.

A new projector, projector screen and remote control has been ordered and received. This will be used for a variety of power point presentations given by people during a Lunch & Learn program. It will also be used by AARP Safe Driving course.

Next year's trips are being planned. Several tour companies are in the process of finalizing next year's itinerary and will forward the tour books once completed.

The Quilting Group has made a beautiful 'Quilt of Valor'. The 'Quilts of Valor' are quilts made by volunteer groups for veterans who have served in war. Thursday, 9/15/16 the quilt will be presented to a Bethel resident who is a Bethel Police Officer.

Flu shots are being offered 5 times at the Senior Center by both English Apothecary and Bethel Visiting Nurse Association.

Respectfully,

A handwritten signature in cursive script that reads "Lisa Plumb".

Lisa Plumb

Bethel Community Services Director

## Bethel Commission on Aging

*June 13 , 2016*

This is a report on May Senior Center expenditures.

Account		Budget	Expended	% Spent
5101	Salary	\$57,503	\$57,796.55	100.5%
5105	2Sec/Purc	\$48,018	\$44,864.44	93.4%
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5304	Mileage	\$650.	\$84.63	13.0%
5317	Activities	\$60,000	\$43,803.64	73.0%
<u>NEW CASH RECEIPTS REPORT</u>			<u>\$35,720.50</u>	
Total Senior Center Budget			\$176,671	
Expended			\$155,010.01	87.7%
Total Left In Budget			\$21,660.99	12.3 % remaining

Respectfully submitted,

Judy Novachek



## Bethel Commission on Aging

**August 16, 2016**

This is a report on June/July Senior Center expenditures.

Account		Budget	Expended	% Spent
5101	Salary	\$63,939.00	\$5,066.00	7.9%
5105	2Sec/Purc	\$48,542.00	\$4,576.72	9.4%
5201	Office Exp	\$ 7,500	\$400.00	5.3%
5301	Dues/Ed	\$3,000	\$200.00	6.7%
5304	Mileage	\$650.	\$00.00	0.0%
5317	Activities	\$60,000	\$3,659.67	6.1%

**NEW CASH RECEIPTS REPORT**      \$

**Total Senior Center Budget**                      **\$183,631.00**

**Expended**                                      **\$13,902.39**      **7.6%**

**Total Left In Budget**                      **\$169,728.61**      **92.4 % remaining**

**Respectfully submitted,**

**Judy Novachek**

**Bethel Commission on Aging**

**End of 2015-2016 Report**

***August 16, 2016***

**This is a report on June/July Senior Center expenditures.**

<b>Account</b>	<b>Budget</b>	<b>Expended</b>	<b>% Spent</b>
<b>5101 Salary</b>	<b>\$57,503</b>	<b>\$63,944.65</b>	<b>111.2%</b>
<b>5105 2Sec/Purc</b>	<b>\$48,018</b>	<b>\$49,414.99</b>	<b>102.9%</b>
<b>5201 Office Exp</b>	<b>\$ 7,500</b>	<b>\$8,268.48</b>	<b>110.2%</b>
<b>5301 Dues/Ed</b>	<b>\$3,000</b>	<b>\$1,001.25</b>	<b>33.4%</b>
<b>5304 Mileage</b>	<b>\$650.</b>	<b>\$84.63</b>	<b>13.0%</b>
<b>5317 Activities</b>	<b>\$60,000</b>	<b>\$54,242.16</b>	<b>90.4%</b>

**CASH RECEIPTS REPORT      \$35,720.50**

**Total Senior Center Budget      \$176,671.00**

**Expended      \$176.956.16      102.2%**

**Total Deficit In Budget      (\$285.16)**

**Respectfully submitted,**

**Judy Novachek**